appendix #1

## 3-3 EMPLOYMENT REFERENCE AND BACKGROUND CHECKS

To ensure that individuals who join Boone County are well qualified and have a strong potential to be productive and successful, it is the policy of Boone County to require a background check of applicants for regular full time and regular part time positions who may be extended an offer of employment. Applicants will be required to furnish a completed background check that has been conducted within thirty (30) days of the individual's application for employment.

Elected Officials and Department Heads are encouraged to verify the references supplied by an applicant who may be extended an offer of employment.

Boone County will respond to all reference check inquiries from other employers. Responses to such inquiries will be limited to inclusive dates of employment and positions held. No employment data will be released without a written authorization and release signed by the individual who is the subject of the inquiry

appendig #2

## Local Disaster Emergency Declaration

Boone County, Indiana

## Authority

Whereas, Boone County, Indiana has been impacted by or is immediately threatened by Flooding.

On April 19, 2013 at 8 '19. Boone County is under a flood emergency.

Now, therefore, we, the Boone County Board of Commissioners, declare that a local disaster emergency exists in the County and that we hereby invoke and declare those portions of the Indiana Code which are applicable to the conditions and have caused the issuance of this proclamation, to be in full force and effect in the County for the exercise of all necessary emergency authority for protection of the lives and property of the people of this County and the restoration of local government with a minimum of interruption.

Reference is hereby made to all appropriate laws, statutes, ordinances, and resolutions and particularly to Indiana Code 10-14-3-29.

All public offices and employees of Boone County are hereby directed to exercise the utmost diligence in the discharge of duties required of them for the duration of the emergency and in the execution of emergency laws, regulations, and directives - state and local.

All citizens are called upon and directed to comply with necessary emergency measures, to cooperate with public officials and disaster services forces in executing emergency operations plans, and to obey and comply with the lawful directions of properly identified officers.

All operating forces will direct their communications and request for assistance and operations directly to the Boone County Emergency Operating Center.

In witness, whereof, we have hereunto set our hand this 19th day of April 2013.

Boone County Board of Commissioners

EMA Director

Boone County Clerk